Recycled Fiber, Plastic & Glass Grant Program - Scoring Criteria

Fiscal Year 2014/15

Applicants must score a minimum of 60 points of a possible 100 points to be considered for funding.

GENERAL CRITERIA	
Points	**Description**

25	**GREEN HOUSE GAS (GHG) EMISSION REDUCTIONS**
	Explain how the proposed project will result in reduction of greenhouse gas (GHG) emissions annually compared to the existing practices for the fiber (paper, textiles, carpet or wood), plastic or glass materials at landfills.
	• Explain GHG calculation methods, provide citations for calculation methods, state the metric tons of CO2 equivalents (MTCO2e) that will be reduced annually, and describe how you will verify annual CO2e reductions once the project is operating. Specify the life of the project and how GHG emission reductions will continue to occur over the life of the project and beyond. Describe how you will verify annual CO2e emission reductions once the project is operating. Calculate GHGs reductions in MTCO2e and in MTCO2e per grant dollar spent.
	• The default emission reduction factors to be used in GHG calculations, if applicable to the proposed project, are:
	  o For recycled plastic or glass, recycling emission reduction factors (RERFs) for PET, HDPE, mixed plastics and glass in the California Air Resources Board's Method For Estimating Greenhouse Gas Emission Reductions From Recycling, http://www.arb.ca.gov/cc/protocols/localgov/pubs/recycling_method.pdf.
	  o The RERFs for several categories of recycled fiber are in the same document, including those for corrugated cardboard, magazines/3rd-class mail, newspaper, office paper, and phonebooks. For mixed or other fiber types, provide a detailed GHG reduction calculation, including adaptation of the RERFs above where appropriate.
	• If the default factors do not take into account parameters specific to the proposed project to accurately reflect the GHG emission reductions, then provide an alternative approach for GHG emission reduction calculations using the best available data sources and methodologies.
	• GHG calculations should include destination and GHG impacts of all products and byproducts from the project; estimates for both upstream and downstream emissions should be included as well, e.g., transportation of feedstocks and products, heat or power used on site, and management of residuals.

20	**TONS OF RECYCLED MATERIAL USED IN MANUFACTURING** Explain how fiber, plastic or glass currently being generated in California and landfilled will instead be used in manufacturing new products or packaging in California. • What types of materials will be handled? Explain the specific material type(s) of recycled fiber, plastic or glass that will be diverted from a landfill and used as manufacturing feedstock(s). Will the materials be source-separated or sorted at a material recovery facility (MRF) or transfer station? Provide any relevant information that will help quantify the tonnage of material that will be diverted from landfills and used to manufacture new products. • How many tons of additional material will be used in manufacturing (e.g., amount of recycled feedstock) and what is the projected timeline for the project to be operating at full capacity? Indicate the landfill(s) where these materials are currently landfilled. Also calculate in terms of tons per grant dollar spent. • Provide as much information as possible regarding the origin of the feedstock materials including jurisdictions of origin for the material, a list of the jurisdiction(s) name, hauler(s) and type of collection program, and whether a contract for collection or delivery of these materials is in place. • Explain in detail how you will verify that the extra tons of recycled feedstock were in fact manufactured into new products once the project is operating. Explain how you will verify the recycled feedstock had previously been destined for a landfill(s). • What percentage of yield loss (the difference between tons of recycled feedstock versus tons actually used to make new products) do you anticipate? What happens to yield loss material (e.g., feedstock residuals that are not used to make new products)? Is it sold as scrap, landfilled, etc.?

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15	**DISADVANTAGED COMMUNITIES** Explain how your project will benefit disadvantaged communities. • Use OEHHA's CalEnviroScreen 2.0. Disadvantaged communities are areas representing census tracts scoring in the top 25% in CalEnviroScreen 2.0. (Identify census tracts for project location, landfill location of feedstock origin, and location of communities receiving jobs or other benefits as applicable to project implementation.) • Indicate which disadvantaged community(ies) will benefit? • Explain the economic benefits that will be provided to these communities. If your project will create construction or permanent jobs in disadvantaged communities, indicate how many jobs, what types, approximate salaries and benefits, and how long these jobs will last. • Explain how expected air and water quality benefits will improve air and water quality in the disadvantaged community. • Explain other environmental benefits of the project that will accrue to the community. • Provide letters of support that your project is supported by citizens, elected officials, government bodies or non-profit entities in the disadvantaged community(ies). *(Note: Also See Air & Water Quality Benefits section below.)*
10	**PROJECT READINESS AND PERMITS** **California Environmental Quality Act (CEQA)** Describe the level of anticipated CEQA review required for the project (e.g., notice of exemption, negative declaration, mitigated negative declaration, or environmental impact report) as determined by the lead agency, the current status of its CEQA review, and the projected timeline for completing CEQA. Provide copies of or a link to your CEQA documentation if it is available. If no CEQA review will be required, provide documentation from the lead agency confirming that CEQA review is not required. **General Checklist of Business Permits, Licenses and Filings (CalRecycle Form 669)** Form 669 is a required application document. CalRecycle staff will use this information to determine your permitting, construction, and start-up status. In addition, please indicate: • **Conditional Use Permit (CUP)**: If your project requires a conditional use permit, indicate the status of that permit and any barriers to obtaining the permit. If your project has permit by right, or is covered under an existing CUP, explain. • **Air Quality Permit:** If your project requires the use of Best Available Control Technologies or the purchase of Emission Reduction Credits (offsets) in order to meet local air quality permit requirements, indicate the steps you will take to obtain an Authority to Construct and a Permit to Operate from the appropriate air quality agency. This includes increases in GHG and criteria pollutant emissions. • Provide status regarding all other media regulatory permit requirements, including but not limited to Solid Waste Facilities Permit, water permits, fire permits.
5	**AIR & WATER QUALITY BENEFITS** Describe how your project will result in air and water quality benefits if applicable; do not include GHG emission reductions: • If the benefits are reduced emissions of air quality pollutants, their precursors or odors, provide an explanation of how the reductions will occur and include a quantification or an estimate of emission reductions for each criteria pollutant or precursor. • If the benefits are long-term protection of ground or surface water quality, please explain how the waters will be protected and which constituents of concern will be reduced. *(Also see Disadvantaged Communities above.)*

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10	**WORK PLAN** Specific list of all grant-eligible procedures or tasks used to complete your project. Use the Work Plan template. • Include a detailed Work Plan that clearly and concisely describes the tasks and activities required to achieve the goals/objectives in the proposed project narrative. • Demonstrate that the applicant (including its contractors) and cooperating organizations have sufficient staff resources, technical expertise, and experience to successfully complete the proposed project. Provide the resumes of key project personnel and contractors. • Include major work items (e.g. permitting, site planning, engineering, construction, equipment, field supervision, health and safety requirements, testing, bonds, etc.). • Demonstrate that all tasks are logical and achievable within the grant term, and with available resources. • Identify measurable targets that must be met to accomplish your project within the grant timeline, with specific dates for each target. Include a schedule that details the quantity of additional recycled fiber, plastic or glass that will be used as manufacturing feedstock from the start of the grant until the project is operating at full capacity. • Include an evaluation component to measure success of the project and to determine whether the goals/objectives were accomplished, and build in measurable milestones and a timeline to complete the evaluation before the grant term expires.
10	**BUDGET** Provide a clear accounting of all costs associated with all activities necessary to complete the project. Use the Budget template. Payment will only be made on a reimbursement basis. Applicant/grantee shall not incur costs prior to CalRecycle's issuance of Notice to Proceed. Indicate additional funding sources and your ability to commence work on the project while waiting for grant payments in arrears. • Costs shall be itemized into categories and be consistent with the activities included in the Work Plan. • All budget backup documentation including quotes, estimates, and equipment details shall be uploaded, clearly marked and support budget costs. • Describe and quantify the source and amount of local, state and federal funds, loans, other grants, and all other funding necessary to complete the proposed project (if applicable). Describe which activities these monies will fund • Describe and quantify expenditures already incurred to initiate work on project, such as engineering, site preparation, infrastructure, utility hookups, permitting and environmental review. • Demonstrate how operation and maintenance costs of the project will be sustained beyond the term of the grant. Describe any ongoing funding sources, if any.
5	**FISCAL SOUNDNESS** Provide the appropriate financial documentation regarding your organization's financial strength. Documentation is related to the category your operation forms under (Business Applicants, Newly Formed Business Applicants, Government Applicants). You may also include other documentation that proves your organization's financial stability (e.g., other funding sources, the ability to continue the project beyond grant funding, partnerships.) • Provide an explanation and assessment of your organization's financial strength along with any financial weaknesses and how they can be mitigated.
100	**TOTAL POSSIBLE GENERAL CRITERIA POINTS**